

APPROVED 08/04/2008

Present: Cemetery Trustees Richard Rand and Roger Anderson
Town Administrator Heidi Carlson

Cemetery Trustees met at 3:30 pm at the Fremont Town Hall, main floor meeting room.

Carlson provided copies of the updated RFP for the Phase II work at Leavitt Cemetery. This has been put together based on past meetings and a sketch provided with measurements of the area to have work continue for the Phase II expansion. Trustees read through this information.

Anderson said he had spoken with Leon Holmes Sr, who was awarded the excavation work on Phase I, and Holmes said that he had removed six inches of loam there, and thought it should be removed to up to six inches, and if there was less loam (than six inches); it could all be removed and replaced with as many inches of ¾ inch crushed gravel. This update will be added, as the goal is to have all of the loam removed and stockpiled and the area filled in with suitable roadway material.

It was noted that there is not substantial traffic in the area and that the Phase I work is holding up well. Leon Holmes Sr is also planning to go back to the site to shore up the shoulders of the roadway as the work was done in the winter and he said it should be cleaned up somewhat.

The Trustees will hold a site visit at the Leavitt Cemetery at 4:00 pm on Monday July 28, 2008. All contractors interested in the Phase II work are encouraged to attend.

The RFP was finalized and it will be posted later today and sent to the contractors who bid on the Phase I work. Bids are due on Thursday August 14, 2008 for opening at the Selectmen's meeting that evening. The Trustees are invited to this session as well.

Trustees then reviewed two applications received to date for the part-time seasonal laborer position.

Copies of the applications will be provided to Stackpole, who could not be present this afternoon due to his work schedule. Trustees will meet and give their final recommendation to the Selectmen tomorrow evening at 6:15 pm (Thursday July 17, 2008); at which time Anderson and Rand can confer with Stackpole on their recommendation.

The next meeting will be the site meeting at Leavitt Cemetery on July 28, 2008; and a regular meeting at the Town Hall, basement meeting room, at 4:00 pm on Monday August 4, 2008.

With no further business, motion was made by Rand to adjourn the meeting at 4:05 pm. Anderson seconded and the vote was unanimously approved 2-0.

Respectfully submitted,

Heidi Carlson
Town Administrator